

Privacy Collection Notice



Why we collect your personal information

The Mobile Learning Unit (**MLU**) is collecting and processing the personal information you provide at enrolment and throughout your participation. The processing of your personal information is necessary for the pursuit of our legitimate interests in delivering our core functions, such as teaching, learning and research, as defined in the objects of our enabling legislation, the University of Melbourne Act 2009 (Vic).

Personal information processed may include:

- your name, email and home addresses, contact phone number;
- date of birth, gender and basic demographic details;
- details of AHPRA registration, employment status, and prior qualifications;
- ATSI identification; and
- information about your academic progress and standing, examinations, assessments, results, and details of practical and clinical placements (if applicable);
- any assigned student numbers (unique identifiers);
- other information relevant to your enrolment and education, to facilitate appropriate academic and student services

The “processing” of personal information refers to all activities relating to the management of your personal information, from its collection and use, through to its storage and disposal, and everything in between.

How we process your personal information

We will process your personal information as necessary for our legitimate interests, in accordance with applicable privacy laws, and only under the following circumstances:

- for the purpose for which it was collected; or
- a related purpose which you might reasonably expect; or
- where you have consented to the processing; or
- if we are required or permitted to do so by law.

We will collect your personal information directly from you wherever possible.

We will share the personal information you provide with the Australian Federal Government, state and territory governments and agencies, and your employer, as proof of activity and enrolment.

We may also share your personal information with contracted service providers or partners we engage to perform legitimate functions, such as those outlined in this privacy collection notice, on our behalf. The MLU is using the University’s business account under its licencing agreement with third party survey platform, FormAssembly, to process the application associated with this course. The University recommends that you review FormAssembly’s [Privacy Policy](#) and [Terms of Service](#) to understand how they manage personal information.

If you choose not to provide the information requested, we may not approve your application to the course.

Further privacy information

Refer to the University's [General Privacy Statement](#) or [other privacy statements](#) for general information about how we process and protect personal information, including:

- our lawful basis for processing personal information;
- collection, use and disclosure of personal information;
- accuracy, security and storage of personal information;
- retention and disposal of personal information;
- your individual rights; and
- applicable privacy laws.

Refer to the University's [Online Privacy Statement](#) for information about how personal information may be automatically collected from you, such as through the use of cookies, as a result of your visit to websites controlled by the University.

Your rights

You may request access to, or correction of, your personal information we hold, or exercise your individual rights as applicable under relevant privacy laws, unless this would have an unreasonable impact on the privacy of others or would contravene the University's other legislative obligations.

If the lawful collection of your personal information is based on your consent, you have the right to withdraw your consent at any time. However, this will not affect the lawfulness of our processing of your information prior to you withdrawing your consent.

Contact

For further information you can contact us at Mobile Learning Unit, mobile-learning@unimelb.edu.au

For further information about how the University manages personal information, and for details of how to make an enquiry, lodge a complaint, or to contact the University's Privacy and Data Protection Officer, please refer to our [Privacy webpage](#), view the [University's Privacy Policy](#) or contact privacy-officer@unimelb.edu.au.